

Memorandum

TO : Comptroller

DATE: 11 July 1962

FROM : Chief, Automatic Data Processing Division


SUBJECT: Staff Study on Automatic Data Processing System for Confidential Funds Payroll.

Reference: Note by Chief, Finance Division on Memorandum for the Record, dated 29 June 1962.

1. We in ADPD think that one of the advantages of processing the U.V. Payrolls on the computer will be the speed up of reports. We believe that there are other important advantages which will be derived from the computer operation.

2. In ADPD we expect to reduce personnel by 3, overtime by 100 hours per month and EAM equipment rental by \$15,000 yearly in the Confidential Funds Payroll EAM operation.

3. Based on an analysis of personnel and related payroll changes for the four main staff employee rolls, 55% of the changes in the master file will be automatically applied in the computer operation. The balance of the changes, 45%, will be manual as at present. These procedural changes plus several other changes should result in some work savings in Payroll Branch, Finance Division.


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